

Stylesheet – Book series «Pfennig-Magazin zur Journalliteratur», edited by the DFG Research Unit 2288 and published by Wehrhahn Verlag, Hannover

A. General Points

B. Spelling

C. Typeface and Emphasis

D. Quotations

E. Bibliographic references

F. Figures

This stylesheet is valid for articles written in English or in French.

A. General Points

The publisher usually does the layout editing. Before submitting your manuscript check the following format specifications. Please submit your text as a DOC file *and* as a PDF file. Do *not* use manual or automatic hyphenation. To place and administer footnotes, use the footnote function of your word processing program only.

B. Spelling

French articles can be written either in old or in new French orthography (*Rectification de l'orthographe du français* 1989/1990) as long as spelling and punctuation are consistent within the contribution. English articles can be written either in British or in American English as long as spelling and punctuation are consistent within the contribution. In case of doubt, the editors will unify spelling and punctuation according to the one which is predominant in the rest of the contribution.

C. Typeface and Emphasis

Font: Times New Roman (main body: 12 pt, 1.5 line spacing; footnotes: 10 pt, single-spaced; and indented quotes: 11 pt, single-spaced).

Emphases in *your* text should always be highlighted in *italics*. Other Emphases within *quotations* (as **bold type** or letter spacing) should be adopted unchanged if possible

(otherwise, e. g. Schwabacher in black letter, this should be indicated in a footnote). Words can be labelled as terms using single chevrons (<>).

Be sure to distinguish consistently *in the continuous text* (main body *and* in footnotes if necessary) between separately published titles (highlighted *in italics*) and titles published in anthologies, <Taschenbüchern>, journals, etc. («regular in double chevrons»).

D. Quotations

Double chevrons should be used to highlight quotations («»). All quotations must be identical with the source in every detail of orthography and punctuation. Variations are marked by square brackets ([]), omissions are marked by [...]. Quotations which are longer than three lines appear as a separate block, without chevrons, and indented by 1 cm. Verse quotations which are longer than *one* verse are always indented by 1 cm and labelled as such. Quotations within quotes are marked by single chevrons (<>).

Use footnotes to indicate the source of all passages taken from other texts clearly and separately (do not use <collection footnotes>!). Be sure to distinguish between referring to exact quotes (without «cf.») and quotes in spirit (with «cf.»). Quotations and references should *always* contain accurate page references (do not use pp.), if the text cited is longer than two pages. One following page is marked as «f.», e. g. «pp. 26f.».

If a work is cited for the first time, please use the complete reference. If it is cited more than once, a short form – author name and a reference to the footnote citing the work for the first time – can be used in the footnote. *If* there is a list of references, the short form may contain author name and short title only. If a quotation is from the same source as the *previous* one, «*ibid.*» is used instead of the author's name. Be sure that the reference is unambiguous!

Example:

27 Stephen G. Nichols: Why Material Philology? Some Thoughts. In: Zeitschrift für deutsche Philologie 116 (1997) (= Sonderheft Philologie als Textwissenschaft. Alte und neue Horizonte. Edited by Helmut Tervooren and Horst Wenzel), pp. 10-30, here pp. 10f.

Examples short form:

38 Nichols (s. footnote 27), p. 11.

39 *Ibid.*, p. 26.

40 *Ibid.*

E. Bibliographic references

Use diplomatic title recording *without* bibliographic standardisation for all sources of the long 19th century (and earlier if necessary) excluding alignment, font size, font type, font colour, and the alternation of black letter and roman type.

Monograph

Christof Hamann: *Zwischen Normativität und Normalität. Zur diskursiven Position der <Mitte> in populären Zeitschriften nach 1848.* Heidelberg 2014.

Anthology

Dominique Kalifa / Philippe Régnier / Marie-Ève Thérenty / Alain Vaillant (Edd.): *La Civilisation du journal. Histoire culturelle et littéraire de la presse française au XIX^e siècle.* Paris 2011.

Journal article

Tom Gretton: *The Pragmatics of Page Design in Nineteenth-Century General-Interest Weekly Illustrated News Magazines in London and Paris.* In: *Art History* 33 (2010), pp. 680-709.

Article in anthology

Mark W. Turner: *<Telling of my weekly doings>: The Material Culture of the Victorian Novel.* In: Francis O’Gorman (Ed.): *A Concise Companion to the Victorian Novel.* Oxford 2005, pp. 113-133.

Electronic publication

Thierry Gervais: *L’Illustration photographique. Naissance du spectacle de l’information (1843-1914).* Thèse de doctorat d’histoire et civilisations, EHESS, Paris 2007 (URL: <http://issuu.com/lhivic/docs/l-illustration-photographique>) (date of last access: 29.2.2016).

F. Figures

Send your image files as uncompressed TIFF at a nimum resolution of 300 dpi (line art with 1200 dpi). Please ensure that the image size of the file complies with the figure’s printing size (e.g. with a type are of 13 cm the image size of the file needs to have at least a width of 13 cm and a resolution of 300 dpi).

Please number your illustrations consecutively. The caption should contain complete details of the source.

Example caption: Fig. 16: Jllustrirte Zeitung Nr. 1. Leipzig, Sonnabend den 1. Juli. 1843, S. 4/5. Copy of the University Library Duisburg-Essen (signature: D 06/01 Z 88).

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